

# COLESHILL PARISH COUNCIL

## MINUTES

Of the Parish Council meeting held on Monday 17<sup>th</sup> October 2016 at 7.45 pm, in the Village Hall, Barrack Hill, Coleshill

Parish Councillors: Terence Prideaux (TPx) Chairman      Mary Pollock (MP)  
Lynn Woodgate (LW)      Jonathan Herbert (JH)  
Carol Hallchurch (CH)

BCC: Cllr. Tim Butcher

Parish Clerk: Lynda Jackson (LJ)

Members of Public: 2

1. **Apologies for Absence :** None

2. **Minutes of previous meetings:** It was moved by TPx and **resolved** that the minutes of the Parish Council meeting held on Monday 19<sup>th</sup> September 2016 be signed as a true record of the meeting.

3. **Councillor Vacancies:** 2.

4. **Declaration of Interest:** None

5. **Matters Arising:**

- i) Mina Gallery advertising signage- the Local Area Technician has been advised that there is one remaining sign on the verge opposite the entrance to Luckings Farm that requires removal.
- ii) TPx informed the meeting that a quote has been requested for a `Ducks Crossing` sign for the Pond area.
- iii) The litter-picking initiative will commence again in February 2017. CH will arrange the publication of dates.
- iv) TPx advised the meeting that he had been in contact with Thames Valley Police over the continued problem of illegal parking at Hill Meadow.

**Meeting Closed 19:52 pm.**

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### DEMOCRATIC PERIOD

Craig Saunders regarding the vacancy for a Parish Councillor. Craig made a presentation during the public forum and answered questions posed by the Councillors. After discussion, the Council **agreed** unanimously to co-opt Craig. After signing the Acceptance of Office Cllr Saunders (CS) then joined the meeting.

TPx informed the meeting that Cathy Colsell from Bucks CC was due to speak at the meeting regarding I Pad tuition for elderly residents. 5 people have already shown an interest. Cathy Colsell will arrange a visit to the Village Hall to check suitability as a venue.

**19.56 pm Meeting Re-opened.**

6. **Clerk's Report:**

- Update on drainage works Chalk Hill & Windmill Hill. Work had commenced on 10<sup>th</sup> October.

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- Village Plan responses. The clerk had been asked to contact other small parishes to ask if they had a Village plan. 8 were contacted, 4 responded they had no village plan and 1 parish, Seer Green, has a village plan which was written in 2011. A copy is on their website.

#### 7. Report from Planning:

i) **Planning Applications for consideration:**

Ref. No: CH/2016/1045/SA- Part OS 5828 Amersham Road, Coleshill – **NO OBJECTION**

Ref. No: CH/2016/1702/FA – 26 Hill Meadow, Coleshill - **NO OBJECTION**

Ref. No: CH/2016/1744/FA- Clenemer Cottage, Village Road, Coleshill- **NO OBJECTION**

ii) CH/2016/0320/OA, App/X4015/D/16/3151947- Ongar Hill Cottage - Appeal decision –**Noted**

iii) **Modernising Local Government in Bucks-** Prior to the meeting Helen Fincher from BCC had given a talk to Councillors on the County Council's proposal to apply to become a Unitary Council. Council had also received a document detailing the background to the proposal to prepare a Business Case. This document had been previously circulated to Councillors and was **noted**.

iv) **CDC Joint Local Plan: Potential introduction of C.I.L-** The previously circulated document was discussed in detail and it was **agreed** that more information was required before a response was sent to CDC by the deadline of 18<sup>th</sup> November.

v) **HS2 Construction commissioner-** A letter received from the Commissioner was **noted**. It was suggested that Penn PC should be approached to host a joint meeting with Luke Nipen-HS2.

vi) **Asset of Community Value application process update** – TPx explained to Council that the application process had started. The draft application which had been circulated was discussed in great detail and all Councillors **approved** the content so far. The clerk advised there had been a number of extra points that had been put forward regarding events at the Red Lion which were to be added before the final application could be circulated to Councillors by email for final approval. TPx advised that it was important that the application was received by CDC by Thursday 20<sup>th</sup> October. MP informed Council the pub was due to close on Saturday 22<sup>nd</sup> October. TPx **agreed** to contact Cllr. Julie Burton for her support of the application. It was **agreed** that a newsletter article should be written about the Asset of Community Value process and interest from residents.

vii) **Greatmoor Waste Facility-** The letter from Greatmoor waste facility offering tours for interested groups was noted and it was suggested that an article should be placed in the next village newsletter.

#### 8. Report from Open Spaces:

i) **Monthly Play inspection return** – The October routine play inspection had been completed. LW raised an issue that there is a RAC van regularly parked that blocks off the access to the Play area. It was **agreed** that a letter should be written to the resident asking them to keep the area clear.

ii) **Play area posts enquiry with insurers-** TPx had contacted the Council's insurers regarding the points raised on the inspection about the concrete posts. The insurers advised that the posts were low risk and there was very little to worry about. It was **agreed** that LW should contact Play Inspection Company to inform them that the posts will not move.

iii) **Hedges on New Road** – An email had been received from a resident regarding the overgrown hedges on New Road which were affecting driver visibility. These had been reported to BCC. It was **noted** that since the email the hedges had now been cut.

iv) **Cricket Club merger-** The letter received from Coleshill Cricket Club advising that the merger with Amersham Hill Cricket Club would not now go ahead was **noted**.

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- v) **Quote for Common perimeter cut-back-** TPx advised the Council that he was meeting shortly with David Hall to arrange a quote for the works.
- vi) **Prune Mushroom Tree-** As there is no timescale for this item it was agreed that Council would wait for the invoice to come through as the person pruning the tree does so at the appropriate time which can change year on year.

#### 9. Finance:

**i) Cashbook, Bank balances and reconciliation as at 30<sup>th</sup> September 2016-** LJ had circulated this information to Councillors prior to the meeting. There were no questions.

**ii) 2<sup>nd</sup> quarter review of expenditure against budget 2016-17-** The expenditure to date was discussed in detail, Council were happy with the progress and spend so far.

**iii) Estimate of 2017-18 expenditure-** The first draft of the Budget for 2017-18 had been circulated prior to the meeting. After a thorough review and discussion it was decided what should be deleted to bring the overall spend down and what should be adjusted to ensure adequate maintenance of Council responsibilities. The next review will be at the December meeting. TPx advised Council that in December they must be ready for agreement on next year's budget so that a Precept can be agreed at the January meeting.

**iv) Common grant request 2017-18-** Chris Wege has been reminded that now is the time to be putting in a budget request to CDC for the Common maintenance for 2017-18.

**v) Review of Tennis Club rent-** TPx advised the meeting that under the terms of Coleshill Tennis Club's lease the rent has now risen to £210 for the next 5 years. As the rent was due on 1<sup>st</sup> October the clerk was asked to send an invoice.

**vi) Review of Cricket Club rent-** TPx advised the meeting that the rent is due on 1<sup>st</sup> November. No increase had been applied last year. It was agreed that the Cricket Club rent should increase in a similar way to the Tennis Club agreement but this would need a side letter to the existing lease. Council **agreed** that the decision on the rent increase should be carried over to the next meeting.

**vii) Internal Audit letter of engagement-** The previously circulated document containing terms and conditions for 2016-17 were reviewed, TPx proposed that the Internal Auditor be engaged, the Audit fee is set at £330 a £10 increase on the previous year. Council **approved** unanimously.

**viii) 2017-18 Local Gvt. Finance Settlement Technical Consultation paper-** the previously circulated document and letters from SLCC & NALC were discussed and it was agreed that CPC would lobby their local MP as they did not agree with the proposal laid out.

**10. Items for Payment –** The payments detailed CB 16-51 through to CB 16-57 totalling £1163.90 (Inc. VAT) for October were **approved**.

#### PAYMENT OF ACCOUNTS FOR OCTOBER 2016

CB No.	NAME	ITEM	TOTAL	VAT	NET
CB16-51	Amersham Business Svces	Village newsletter	155.06	25.84	129.22
CB16-52	L Jackson	Wages-September	332.09	0.00	332.09
CB16-53	Chiltern District Council	Half yearly dog bin emptying	355.75	54.73	301.02
CB16-54	R Amarasinghe	cancelled cheque-1019	305.00	0.00	305.00
CB16-55	R Amarasinghe	contra entry for cheque 1019	-305.00	0.00	-305.00

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CB16-56	L Jackson	Parish phone top-up & land registry fee Red Lion	16.00	0.00	16.00
CB16-57	R Amarasinghe	Grass-cutting, hedge cutting & clearance of Shaw Trust verge	305.00	0.00	305.00
	<b>TOTAL</b>		1163.90	0.00	1083.33

### 10. Councillors reports for areas of responsibility:

**LAF & Meeting with CDC-** TPx advised the meeting that he had attended 2 meetings in September, LAF and a meeting with Isobel Darby at CDC. A summary had previously been sent out to Councillors. TPx urged Councillors to attend the presentation on 26<sup>th</sup> October given by CDC on the Local Plan before it is put to the public for consultation.

**Tennis Club-** CH advised Council that the Tennis Club pantomime will be on 25<sup>th</sup> November.

### 11. Next Meeting date Monday 12<sup>th</sup> December 7.45 pm. Coleshill Village Hall.

21:52 pm. Meeting Closed.

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Signed ..... Date .....